

Hillcrest Middle School PAC

Pizza Lunch Program

Welcome to the Fall Session of our pizza lunch fundraising program! To streamline the order and collection process **all orders and payments** for this program will be online through the MunchaLunch (MAL) system. Payment is by credit card only using the Stripe payment platform.

If you have any questions please contact Catherine Hubbs or Deb Dobson at hillcrestlunches@gmail.com.

LUNCH ORDER DETAILS:

- **We are offering lunch to two teams at a time:**
 - Tuesday, October 3 – Green and Red Teams (Div. 1 to 8) – orders close Sept. 28
 - Tuesday, October 17 – Blue and Yellow Teams (Div. 9 to 16) – orders close Oct. 10
 - Tuesday, Nov. 7 – Orange and Green Teams (Div. 17 to 20 and Div. 1 to 4) – orders close Oct. 31
 - Tuesday, Nov. 14 – Red and Blue Teams (Div. 5 to 12) - orders close Nov. 7
 - Tuesday, Nov. 28 – Yellow and Orange Teams (Div. 13 to 20) – orders close Nov. 21
 - Orders close seven (7) days prior to the lunch date so the lunch coordinators have time to order from suppliers.

- **Important!! Please order only on your child's team lunch day**
 - For example, if your child is on the Red team order only for the October 3 and Nov. 14 lunches
 - If you order lunch for your child on a day when we are not serving their team their lunch order will be cancelled and **your account will be credited - THERE WILL BE NO REFUND**

- **Please note the following hard and fast rules:**
 - **No** late orders
 - **No** special orders
 - **No** refunds:
 - Lunches cannot be cancelled once the ordering period for that lunch closes. If your child is away on a lunch date, you are welcome to come and pick up their lunch between 12:00 and 12:15 pm in the Stage Room.
 - If you cancel a lunch after ordering but before the order period closes for that lunch your account will reflect a CREDIT, AND THIS CREDIT WILL BE AUTOMATICALLY APPLIED to any future lunches or fundraisers.
 - **No** paper orders or payments by cash or cheque will be accepted. All orders must be placed online through the MunchaLunch system and paid for by credit card.

Please pay for your order immediately after ordering.

All unpaid orders are removed from the system once the order period closes.

MUNCHALUNCH ACCOUNT INSTRUCTIONS:

IF YOU ALREADY HAVE A MAL ACCOUNT FOR A RETURNING HILLCREST STUDENT OR A SIBLING:

- 1) Go to: www.munchalunch.com/schools/HillcrestMS
- 2) Click the “**Login Here**” button (as shown below)
- 3) Update your child’s division/teacher information
- 4) Add children new to Hillcrest
- 5) After updating, click the green “Order Lunch!” button to order

HOW TO REGISTER FOR A MAL ACCOUNT:

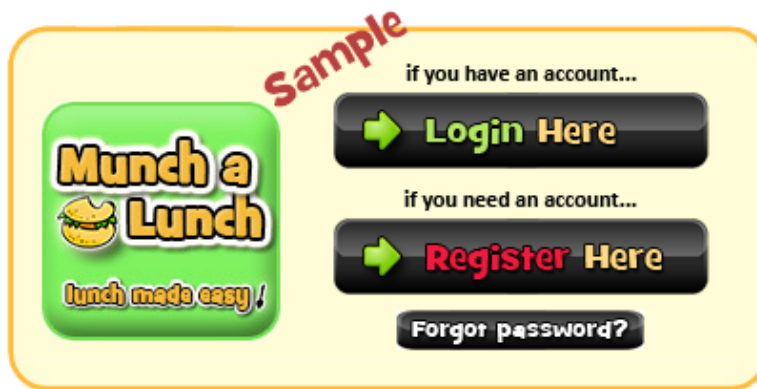
- 1) Go to: www.munchalunch.com/schools/HillcrestMS
- 2) Click the “**Register Here**” button (as shown below) if you do not already have an account. The system will guide you through the process.
- 3) After adding your children, click the green “Order Lunch!” button to order
- 4) Next time, just click the “**Login Here**” button to access your account

IF YOU HAVE USED MAL AT A PREVIOUS SCHOOL AND ALL CHILDREN HAVE TRANSFERRED TO HILLCREST:

- 1) Login to your account at <https://munchalunch.com/login.aspx>
- 2) Click on the ‘Transfer Schools’ tab

IF YOUR FAMILY HAS CHILDREN AT MORE THAN ONE SCHOOL THAT USES MAL:

- 1) Contact support@munchalunch.com and provide the school names. The MAL team will set up your second account.



Our thanks to the Hillcrest parent community for supporting our fundraising program and to our dedicated volunteers who help make this program a success!